

DRAFT Version 2

CVHAS Pooled Fund Project Work Plan

Purpose

The purpose of this document is to expand on the major work tasks that were described in the original proposal, including:

1. Program Start-up and Management
2. Request for Proposal (RFP) Development and Proposal Review
3. Monitoring the Progress of the Research Projects

The goals, objectives and work plan items that follow were the results from workshop session at the December 7th and 8th Project Kickoff Meeting in Berkeley, California. The Program Steering Committee (PSC) shall approve the workplan.

Background and Introduction

Eleven state departments of transportation have committed to participate in the Cooperative Vehicle-Highway Automation Systems (CVHAS) Pooled Fund Project. As described in the original proposal, the three major goals of this project are to:

1. Establish a program to facilitate the research, development, and deployment of CVHAS.
2. Develop and conduct research projects that will advance the objectives of the program.
3. Provide policy and technical advice to U.S. DOT and Congress.

It is intended that the program established by this pooled fund project will use a “building block” strategy to develop and mainstream CVHAS technologies, using as its foundation the results of prior research efforts performed by private industry, academia, the National Automated Highway System Consortium, and international researchers. The CVHAS program will complement the USDOT sponsored Intelligent Vehicle Initiative (IVI) Program and will take the next step beyond IVI. While the IVI Program addresses the nation’s short-term vehicle safety needs through improvements to autonomous intelligent vehicles, the CVHAS program will address the challenging long-term surface transportation system needs through the development of cooperative intelligent vehicles and infrastructure. This work plan will support the following objectives:

1. Discussion traffic congestion relief along with safety, air quality improvement and energy reduction
2. Establish a national/international public/private organization capable of advancing CVHAS from research and development through full deployment.
3. Establish linkages among funding partners, research organizations, transportation system owners and operators, and vehicle manufacturers and their suppliers.
4. Mainstream CVHAS into the transportation planning and deployment process by raising awareness of its capabilities and by incorporating early spin-off technologies as soon as possible.

5. Enhance mobility, safety and productivity for mass transportation and commercial goods movement.
6. Develop the deployment and operations “road map” through field operation tests and demonstration projects.
7. Address environmental, privacy and quality of life issues from research and development through full deployment.

It is vitally important that private sector and academic participation be included in the development of CVHAS technology, in unison with the public sector in the US and abroad, in order for the program to be self-sustaining and achieve the benefits described in the proposal. A separate document addresses the topic of private sector membership in greater detail.

The Work Plan that follows was discussed and developed at the Dec. 8th workshop session, where members agreed to do two things to get a “fast track” project started sooner and at the same time solicit research proposals. These include:

- (1) The *FAST TRACK PROJECT - CONCEPTUAL STUDY INCLUDING CASE STUDY SITES with focus on Commercial Vehicles and Transit automation applications – Draft descriptions of case study sites for this due Jan. 15, 2001.
- (2) The schedule will be followed and it was indicated that this solicitation will be a Year 2 project, but can get draft problem statements in sooner from individual State DOTs by Jan. 31, 2001, which should be a one-paragraph page.

Work Plan

Task	Target Date	Date Completed
1. <u>Program Startup and Management</u>		
1.1. Establish a Program Steering Committee (PSC) to provide program direction, and a Technical Advisory Committee (TAC) to provide technical advice on project matters.	12/08/00	12/08/00
1.2. Setup a management team to address program administrative matters.	12/08/00	12/08/00
1.3. Establish a means for electronic information exchange; Email and through a website.	1/15/01	
1.4. Draft VISION Statements for CVHAS (Bill Gardner)	1/31/01	
1.5. Create a framework for the new organization, including membership requirements, voting rights, bylaws, and roles and responsibilities (<i>draft framework to be approved by PSC at the ITS America meeting</i>)	2/15/01	
1.6. Solicit private, public and academic sector membership, as well as international membership.	2/15/01	
2. <u>CVHAS Research Program Plan –1st Year Accelerated Program</u>		
2.1. Submit Problem Statements for <u>1st Year Case Study Project</u> : 1/15/01 Accelerated Project to look at 2 to 4 case study sites, All member state DOT to provide a Problem Statement, including potential Case Study Site with heavy truck volume corridors, busways, HOV facilities, etc. to Caltrans.		

Task	Target Date	Date Completed
2.2 PSC to select sites for <u>1st Year Case Study Project</u>	1/31/01	
2.3 Start Contract Process with PATH using RTA for <u>1st Year Case Study Project</u>	2/15/01	
2.4 Notice to Proceed - <u>1st Year Case Study Project</u>	5/15/01	
<u>3. CVHAS Research Program Plan-2nd Year & Beyond</u>		
3.1 State DOT members submit Problem Statements or Research Topic Areas for <u>2nd Year Project(s)</u>	1/31/01	
3.2 Submit and Review related member CVHAS research plans for additional topic areas for 2 nd Year Project(s)	2/15/01	
3.3 Informally solicit additional research topic areas from interested national/international stakeholders via RFI or other means	2/15/01	
3.4 Compile Problem Statement or Research Topic Areas for 2 nd Year Project(s)	2/28/01	
3.5 Review, and prioritize research topic areas from 2.5 – 2.8	3/01/01	
3.6 Ballot and Select Topics to	3/31/01	
3.7 Establish project selection criteria and proposal Format. e.g. RFP SOLICITATION to include Problem Statement Approach Cost Estimate Benefits	4/30/01	
3.8 Produce Selected Topics for potential ANNUAL PROGRAM at ITS America Conf. e.g. NEW PROJECTS OLD PROJECT- ANNUAL STATUS Fast Track Project Overview	7/04/01	
3.9 Prepare a draft Request for Proposals solicitation of selected topics	7/15/01	
3.10 Review, approve and publish the RFP solicitation	7/31/01	
3.11 Review the submitted proposals and select a program of research projects	8/30/01	
3.12 Create the CVHAS Research Program Plan	9/15/01	
<u>4. 2nd Year Project Startup and Monitoring</u>		
4.1 Prepare and execute contracts for the selected projects	11/15/01	
4.2 Prepare an annual report on the progress of the program and potential areas for additional research	6/30/02- ongoing	

Task	Target Date	Date Completed
<u>5. Marketing & Communication Program</u>		
5.1 Prepare a draft Marketing and Communication Program Plan		
5.2 Implement the Marketing and Communication Program Plan by conducting seminars, conferences, workshops, and meetings that promote the benefits of CVHAS		
<u>6. Program Evaluation During the Third Year (FY 02/03)</u>		
6.1 Interview public and private sector members, as well as interested stakeholders, on the value of the program	8/01/02 to	10/15/02
6.2 Prepare a draft Evaluation Report and seek approval from the PSC (at TRB meeting)	1/08/03	
6.3 Distribute the Evaluation Report to the contributing members and other interested parties		
6.4 Determine whether or not to continue the program past the fourth year		